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# Constitution and By-Laws



1921

OF THE  
**Bellefontaine Mausoleum  
Association**  
Bellefontaine, Ohio

Allen County Public Library

# **Constitution and By-Laws**

# CONSTITUTION

## **Sec. 1—Name.**

The name of this association shall be known as Bellefontaine Mausoleum Association, of Bellefontaine, Ohio.

## **Sec. 2—Purpose.**

This organization is formed for the purpose of providing for the perpetual care and maintenance of said Mausoleum.

## **Sec. 3—Principal Office.**

The principal office for the transaction of the business of this association is located in the city of Bellefontaine, Logan County, Ohio, as designated by secretary of the association.

## **Sec. 4—Membership.**

All persons who shall subscribe for one or more compartments in the Bellefontaine Mausoleum, together with those for whom crypts shall be purchased, shall thereupon become members of this association.

## **Sec. 5—Officers.**

The business, property, and affairs of this association shall be managed and controlled by the following officers who shall be members of this association, viz: President, Vice President, Secretary, Treasurer and Board of five Trustees to be chosen as hereafter provided.

Said President, Vice President, Secretary and Treasurer shall hold their respective offices for one



year, or until their successors are elected and the members of said Board of Trustees shall also hold their office for one year or until the first annual meeting of the association is called, at which time five Trustees will be selected as follows: One for five years, one for four years, one for three years, one for two years, one for one year, after which one Trustee will be elected each year at the annual meeting of the association. A majority of said Board of Trustees shall constitute a quorum for the transaction of business. All shall hold their office until their successors are elected and qualified.

The officers of this association shall be elected at the annual meeting of the association, to be held on the second Saturday of March, 1921, at 2 p. m. at such place as may be designated by the Board of Trustess.

#### **Sec. 6—Trustees.**

The Board of Trustees shall have full management and control of the Mausoleum and grounds, and the power to appoint such officers and agents for said association as it may be necessary to properly conduct the business of the same, and fix their compensation; and said Board of Trustees may also adopt such by-laws as may seem expedient for the proper control and management of the association. The Board of Trustees shall have power to fill all vacancies which may occur in said Board. The Board of Trustees shall meet annually on the second Saturday in March, at 1 p. m. of each year, at which meeting all officers of said Board, whose terms expire annually, shall be elected. And said Board shall hold a meeting whenever called by the President. The said Board shall serve without compensation.

**Sec. 7—Vacancies.**

It shall be the duty of the Board of Trustees to fill all vacancies in the Board or in the other offices of this association, for the unexpired term without delay.

**Sec. 8—Absentees.**

Any member of the Board or other officer of this association who shall absent himself from three consecutive annual meetings will have removed himself from office, and the same shall be declared vacant, and his successor appointed.

**Sec. 9—Bond.**

The Treasurer's bond shall be given in such a manner and such an amount as shall be satisfactory to the Trustees.

The names of persons who have been chosen to act as such officers and Board of Trustees until the first annual meeting of said Board of Trustees and the association, are as follows; viz,

**Officers**

President—W. S. Hamilton  
Vice President—F. B. Kaylor  
Secretary—O. G. Himmelberger  
Treasurer—J. A. Harner

**Board of Trustees**

Mrs. Mat. Kemper  
James Gardner  
A. M. Murdock  
Harry Aikin  
Mrs. Elbie Dickinson

## **BY-LAWS**

### **Sec. 1—Stated Meetings.**

Stated meetings of the Board of Trustees shall be held only as directed by the articles of the constitution of the association.

### **Sec. 2—Special Meetings.**

Special meetings of the Board of Trustees can be called only by the President of the association or on a written notice signed by three members of the Board of Trustees, calling such special meeting and stating the object thereof, shall be served personally, at least two days in advance of said special meeting, upon the President, Secretary and Trustees.

### **Sec. 3—Duties of President and Vice President.**

The President shall preside at all meetings of the Board of Trustees, as well as of the association, if he be present. He shall have general management of the affairs of the association; and the power to execute contracts and instruments, when so ordered by the Trustees.

The duties of the Vice President shall be to perform all the duties of the President, in his absence.

### **Sec. 4—Duties of Secretary.**

The Secretary shall keep all records of the association in a book or books provided for that purpose, attend all meetings of the Board of Trustees, or of special committees that may from time to time be appointed for special purposes, and keep exact records of the same.

**Sec. 5—Treasurer.**

All moneys and funds of the association shall be in the possession and control of the Treasurer, and all moneys shall be invested or kept in such bank as the Board of Trustees shall direct, and subject to the order of the Trustees.

**Sec. 6—Endowment Fund.**

The Board of Trustees only shall direct and supervise the investment of the Endowment Fund.

**Sec. 7—Inability of Executive.**

In the absence or inability of the President and Vice President, any member of the Board of Trustees, duly appointed by said Board, shall exercise all the powers vested in them by the articles of the constitution and these by-laws.

**Sec. 8—Nullify or Alter.**

The by-laws of this association may be altered or nullified at any regular meeting, or at any special meeting called for that purpose, by two-thirds vote of the members present.

**Sec. 9—Quorum.**

The presence of fifteen members at any regular or special meeting of this association, shall constitute a quorum for the transaction of business.

## **Rules of Order**

1. There shall be a fee of \$5.00 charged for each interment, to be used to defray expenses.

2. The Sexton and Secretary shall be vested with authority to arrest any person or persons deemed

guilty of committing any damage or nuisance in or about the property of the Mausoleum.

3. Any flowers or plants placed in the Mausoleum may be removed by the Sexton at his discretion. Receptacles for holding flowers and plants must be of such a nature as will not stain the marble. Earthenware pots will not be permitted unless placed in jardiniere, as they permit seepage of water and are unsightly.

4. Each member holding a key shall have privilege of admitting himself or his friends to the Mausoleum at any time, so long as he or she properly closes the building upon leaving the same.

By order of the Executive Board:

W. S. Hamilton, President  
Dr. F. B. Kaylor, V. President  
O. G. Himmelberger, Secretary  
Mrs. Mat. Kemper  
James Gardner  
A. W. Murdock  
Harry Aikin  
Mrs. Elbie Dickinson  
Trustees.













